PHA 5-Year and	U.S. Department of Housing and Urban	OMB No. 2577-0226
	Development	Expires 4/30/2011
Annual Plan	Office of Public and Indian Housing	

1.0	PHA Information					
	PHA Name: Department of Housing and O				de:CA913	
		h Performing	g ☐ Standard	HCV (Section 8)		
	PHA Fiscal Year Beginning: (MM/YYYY)	: _0//2011				
2.0	Inventory (based on ACC units at time of l	EV heginning	r in 1 () above)			
2.0	Number of PH units:N/A	i i oegiiiiliiş	Number of HCV units	: 935		
	Transcroff Transcr		rumoer of fie v units			
3.0	Submission Type					
	☐ 5-Year and Annual Plan	M Annua	l Plan Only	5-Year Plan Only		
			•	•		
4.0	PHA Consortia	PHA Consor	tia: (Check box if submitting a joi	nt Plan and complete table b	elow.) N/A	
				·	No. of Unit	to in Eoola
	D C C DILA	PHA	Program(s) Included in the	Programs Not in the	Program	is in Each
	Participating PHAs	Code	Consortia	Consortia	PH	HCV
	DUA 1				PH	HCV
	PHA 1:					
	PHA 2: PHA 3:	_				
5.0	5-Year Plan. Complete items 5.1 and 5.2 o	nly at 5 Van	r Plan undata N/A			<u> </u>
5.0	5-1ear Fran. Complete items 5.1 and 5.2 0	illy at 3-1 ear	Fian update. N/A			
5.1	Mission. State the PHA's Mission for serv	ing the needs	s of low-income very low-income	and extremely low income	families in the P	HA's
5.1	jurisdiction for the next five years: N/A	mg the need	of low meome, very low meome	, and extremely low meanic	rammes in the r	11115
	J					
5.2	Goals and Objectives. Identify the PHA's					
	low-income, and extremely low-income far			on the progress the PHA has	made in meeting	g the goals
	and objectives described in the previous 5-3	Year Plan. N	T/A			
	PHA Plan Update					
	1 11A 1 Ian Opuate					
	(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:					
	(a) Identify all PHA Plan elements that ha	ve been revis	sed by the PHA since its last Annu	ıal Plan submission:		
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7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. N/A
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. N/A
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant and CFFP financing. N/A
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund Program Five-Year Action Plan, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. N/A
8.3	Capital Fund Financing Program (CFFP). Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. N/A
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.
	HCD Administers a tenant-based, Housing Choice Voucher (Section 8) Program in 12 rural counties of California. HCD maintains a waiting list, sufficient to meet its lease-up needs, for each county. Collectively, the waiting lists comprise approximately 60% extremely low-income, 24% very low-income, and 16% low-income, of which 52% are families with children, 14% elderly, and 40% are families with disabilities. The racial breakdown of the waiting lists are approximately 76% White, 10% Black/African American, 7% American Indian, 1% Hawaiian/Other Pacific Islander, 3% Other. HCD issues vouchers on a first-come, first-served basis with priority given for involuntary displacement and domestic violence.
9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. N/A
	Additional Information. Describe the following, as well as any additional information HUD has requested.
	(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.
10.0	HCD achieves its mission of providing rental subsidies to extremely low- and very low-income families to allow them to afford safe, decent and sanitary housing on an ongoing basis. During CY 2010, HCD was successful in utilizing approximately 98% of its HUD-allocated housing assistance funding. Its goals of expanding the supply of assisted housing, improving the quality of assisted housing, increasing assisted housing choices, and ensuring equal opportunity in housing for all Americans are achieved through ongoing policy reviews, updates, implementation and compliance with efficient, effective, and current best practices.
	(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"
	Significant Amendment or Modification shall be defined as any expansion of programs and/or services provided by the PHA beyond those stated in the current Five-Year and/or Annual Plans.
	Substantial Deviation/Modification shall be defined as any significant shift in mission and/or objectives beyond those stated in the current Five-Year and/or Annual Plans.
11.0	Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.
	 (a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only) – N/A (c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only) – N/A (d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only) – N/A (e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only) – N/A (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements – N/A or None (h) Form HUD-50075.1, Capital Fund Program Annual Statement/Performance and Evaluation Report (PHAs receiving CFP grants only) – N/A (i) Form HUD-50075.2, Capital Fund Program Five-Year Action Plan (PHAs receiving CFP grants only) – N/A

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

- **5.1 Mission**. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.
- **5.2** Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.
- 6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:
 - (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
 - (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central off ice of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements.~(24~CFR~903.7)

 Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures. Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

- 2. Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
- Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
- 4. Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
- Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
- 6. Designated Housing for Elderly and Disabled Families. With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.
- 7. Community Service and Self-Sufficiency. A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).
- 8. Safety and Crime Prevention. For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

- Pets. A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
- 10. Civil Rights Certification. A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
- Fiscal Year Audit. The results of the most recent fiscal year audit for the PHA.
- 12. Asset Management. A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
- 13. Violence Against Women Act (VAWA). A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.
- 7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers
 - (a) Hope VI or Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm
 - (b) Demolition and/or Disposition. With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at:

 $\underline{\text{http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.c}} \\ \text{fm}$

Note: This statement must be submitted to the extent **that approved and/or pending** demolition and/or disposition has changed.

(c) Conversion of Public Housing. With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

- that the public housing agency plans to voluntarily convert; **2**) An analysis of the projects or buildings required to be converted; and **3**) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/conversion.cfm
- (d) Homeownership. A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) Project-based Vouchers. If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.
- 8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.
 - 8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the Capital Fund Program Annual Statement/Performance and Evaluation Report (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:
 - (a) To submit the initial budget for a new grant or CFFP;
 - (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
 - (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

- At the end of the program year; until the program is completed or all funds are expended;
- When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
- **3.** Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

- portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:
- http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm
- 9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
 - 9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
- 10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:
 - (a) Progress in Meeting Mission and Goals. PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).
 - (b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of "significant amendment" and "substantial deviation/modification". (Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. (Note: Standard and Troubled PHAs complete annually).
- 11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan
 - (a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations
 - (b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)
 - (c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)
 - (d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only)
 - (e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)
 - (f) Resident Advisory Board (RAB) comments.
 - (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
 - (h) Form HUD-50075.1, Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only). See instructions in 8.1.
 - (i) Form HUD-50075.2, Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only). See instructions in 8.2.

PHA Certifications of Compliance with PHA Plans and Related Regulations

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ____ 5-Year and/or × Annual PHA Plan for the PHA fiscal year beginning ____ 7/2011 ____, hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- 1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- 2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
- 3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
- 4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
- 5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
- 6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
- 7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
- 8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a
 pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
- 9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
- 10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- 11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
- 12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

- 13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- 14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
- 15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- 16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- 17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
- 18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
- 19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
- 20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
- 21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
- 22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Department of Housing & Community Development	CA913	
PHA Name	PHA Number/HA Code	
5-Year PHA Plan for Fiscal Years 20 2	0	
X Annual PHA Plan for Fiscal Years 20 11 - 2	0	
I hereby certify that all the information stated herein, as well as any information prosecute false claims and statements. Conviction may result in criminal and/or	provided in the accompaniment herewith, is true and accurate. Warning: HUD will civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official	Title	
Chris Westlake	Deputy Director	
Signature (lis hystlate)	Date 4. 13.11	

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan

I,	Glen A. Campora	the	Deputy Director	certify
that the	Five Year and Annual PH	IA Plan of the _	California HAP Program	is
consiste	ent with the Consolidated	Plan of	State of California	prepared
pursuar	nt to 24 CFR Part 91.			

Signed / Dated by Appropriate State or Local Official

Department of Housing and Community Development (CA913) PHA Annual Plan (FY 2011-12)

Narrative on Resident Advisory Board (RAB) Comments

The Department of Housing and Community Development (HCD) has 17 Resident Advisory Board (RAB) Members throughout the 12 rural counties served. On February 11, 2011, HCD provided each RAB Member with a copy of the FY 2011-12 PHA Annual Plan and Administrative Plan updates for review. The deadline for RAB Members to provide their comments was March 31, 2011.

HCD received comments from six of the 17 RAB Members. The six RAB Members who commented provided very specific input addressing various elements of the Administrative Plan. The comments, questions, and recommendations ranged from: (1) issues with Live-In Aides; (2) verification of bank accounts; (3) informing participants of rights in cases where the unit was damaged by a natural disaster; (4) use of personal portable computing devices or portable electronic storage media; (5) accommodations for functionally illiterate; (6) mixed families; (7) involuntarily displaced due to foreclosures; (8) evictions due to foreclosure; (9) responsibility for reporting new hire information; (10) occupancy standards; (11) requests to move; (12) termination of HAP payments for deceased tenants; (13) delaying termination of assistance for deceased tenants; (14) guidelines for requesting special inspections; (15) relocation; (16) income; (17) eligible immigration status; (18) Sierra County; (19) initial term of the lease; (20) portability; and (21) victims of domestic violence.

HCD is providing the following response/analysis of the RAB Member comments and concerns. HCD has implemented their recommendations where appropriate.

Comment (1): Delete or define further HCD's right to disapprove a request for a Live-In Aide and/or a particular person as a Live-In Aide.

Federal regulations define the requirements that must be met to qualify for a Live-In Aide. HCD determines if a request for a Live-In Aide and/or a specific person as a Live-In Aide meets the federal requirements.

HCD has revised the Administrative Plan to read, "HCD reserves the right to disapprove a Live-In Aide and/or disapprove a particular person as a Live-In Aide subject to federal regulations and program guidelines."

Comment (2): Why not require verification of deposits in lieu of bank statements which provide too much personal information?

Federal regulations (CFR 5.609) require annual income be determined for applicants and participants, including verification of assets. Assets held in a checking and/or savings account are determined by using an average balance rather than the current balance. In addition, bank statements provide account activity which may provide additional information on income. A verification of deposit does not provide all the information necessary for making a determination of annual income, including verification of assets.

HCD has not changed this requirement.

Comment (3): Provide guidelines for requesting a Special Unit Housing Quality Standard (HQS) Inspection.

Federal regulation requires that an assisted unit meet specific HQS, and the four types of HQS inspections are: Initial, Annual, Special and Move-Out. A Special HQS Inspection request may be made for any HQS-related concern prior to the next, scheduled reexamination date.

HCD has revised the Administrative Plan to read, "A landlord/owner, participant, or HCD/Subcontractor may request to have the assisted unit inspected prior to the reexamination date for extenuating circumstances (i.e. fire damage, flooding) or for any suspected HQS violations."

Comment (4): What is allowed in case of an emergency caused by a natural disaster?

If an assisted unit is damaged due to a natural disaster, the family may request a Special HQS Inspection to determine if there are any HQS violations. If the unit does not pass the HQS inspection but is livable, HCD would notify the owner of the defects and provide a timeframe for the items to be corrected. If the unit is not livable due to extensive damage, the family would be issued a new voucher and allowed to move to a new unit.

HCD has not changed this requirement.

Comment (5): Can you take your assistance with you if you relocate?

Federal regulations allow participant families to relocate or move with continued assistance. Moving to another area (i.e., county or State) is called "portability" under the HCV Program. HCD's guidelines for relocating/moving are set forth in its Administrative Plan, Chapter 12-Occupancy Requirements and Chapter 13-Portability.

HCD has not changed this requirement.

Comment (6): Is another person's income added to the recipients if you are living together but not married?

The income of all individuals living in an assisted unit must be disclosed or reported, regardless of relationship or status. Federal regulations (CFR 5.609) define the criteria for determining annual income, and identify the types of income to be included, as well as excluded, in making such determination. HCD's guidelines for determining income are set forth in its Administrative Plan, Chapter 10-Income Determination.

HCD has not changed this requirement.

Comment (7): Is Sierra County no longer a participating county?

Effective January 1, 2011, administration of the HCV Program for Sierra County was transferred from HCD to the Plumas County Community Development Commission.

Comment (8): Recommendation that no personal portable computing devices or portable electronic storage media be allowed for use.

HCD departmental policy requires that no personal identifying information, such as an individual's social security number, driver's license number, credit/debit card numbers, etc..., be kept on any work-related or other portable computing device and/or portable electronic storage device such as laptops, Blackberrys, flash drives, etc... without written permission from a supervisor and training on how to properly encrypt such information. The intent of this policy is to ensure that the confidentiality of personal identifying information is maintained. HCD staff, for purposes of the program, use State-issued portable computing devices or portable electronic storage only as necessary to carry out their duties.

HCD has not changed this requirement.

Comment (9): Recommendation to provide accommodation for the functionally illiterate.

Federal regulation requires that all families receive Form HUD-92006, Supplement to Application for Federally Assisted Housing. The Form HUD-92006 is used to designate or identify an alternate contact, if necessary, to assist an applicant/participant with the completion of paperwork and/or provide assistance in meeting other program requirements. In addition, an individual may request a reasonable accommodation for a disability, if appropriate.

HCD has not changed this requirement.

Comment (10): Explain the exemption from providing required documentation for individuals not contending to have eligible immigration status.

Federal regulation (24 CFR 5.216) requires all applicants/participants in the HCV Program to disclose and provide verification of a Social Security Number, and specifically states that this section/requirement does not apply to individuals who do not contend eligible immigration status. Individuals who do not have or contend to have eligible immigration status are not eligible for Social Security benefits. As such, they are excluded from this requirement and are ineligible to receive HCV Program assistance.

HCD has not changed this requirement.

Comment (11): Explain why only one member of a family is required to be eligible.

Federal regulation (CFR 5.506(b)(2)) sets forth the requirements for mixed families, or families with both eligible and ineligible family members. For mixed families, the assistance provided is prorated based on the number of eligible members. Assistance is not provided for the families ineligible members.

HCD has not changed this requirement.

Comment (12): Recommendation for involuntary displacement to contain provisions for foreclosure and not penalize tenants that receive an eviction notice due to foreclosure.

HCV Program participants subject to involuntary displacement due to foreclosure on an assisted unit are afforded specific rights under the Protecting Tenants at Foreclosure Act (PTFA). This is covered in the Administrative Plan, Chapter 17-Lease Approval & HAP/Voucher Contract Execution. In addition, participants who are served appropriately under the PTFA with an eviction notice, who are in good standing with their Family Obligations and Responsibilities, would be issued a new youcher and allowed to move to a new unit.

Expanding the provisions of the Involuntary Displacement Preference to include individuals involuntarily displaced due to property foreclosure disadvantages those applicants currently on a Waiting List, and allows individuals displaced by foreclosure to receive assistance in advance of others on the Waiting List and equally deserving and eligible for assistance.

HCD has not changed this requirement.

Comment (13): (a) Explain why Live-In Aides are not subject to the Non-Citizen Rule; (b) Families of Live-In Aides living in an assisted unit should be approved by HCD on a case-by-case basis.

Federal regulations allow Live-In Aides to reside in an assisted unit while performing the duties of a Live-In Aide. However, a Live-In Aide is not considered a family member and, therefore, is not subject to the same eligibility requirements as a family member, nor are they entitled to the continued assistance or benefits of a family member (i.e., right of survivorship).

HCD has revised the Administrative Plan to read, "The Live-In Aide must request HCD approval to have his or her family members live in the assisted unit. HCD will evaluate each request on a case-by-case basis, with approval subject to the requirements set forth in the federal regulations. In addition, HCD does not provide assistance for any additional rooms necessary to house a Live-In Aide's family.

If approved, HCD will allow the family member(s) of a Live-In Aide to reside in the unit, but will not count the Live-In Aide family member(s) when determining unit size and/or when determining the appropriate payment standard.

Comment (14): The New Hires Report needs to be the responsibility of the Head of Household income reporting.

Federal regulation requires, as part of the Family Obligations and Responsibilities, that all income, regardless of income source, be reported. This requirement has not changed

The New Hires Report is a report generated from a database that is used by the Federal government to track employment nationally. Employment information is reported into this system by most, if not all, employers. The Federal government has now made that employment information available to Public Housing Authorities (PHAs) that administer the HCV (Section 8) Program. PHAs then generate and review the New Hires Report each month to identify any Section 8 Program participant within their jurisdiction that appears on the report.

PHAs then compare information in the report against information reported, or in some cases not reported, by the Section 8 Program participant to determine if all income is being reported appropriately. If income is not being reported appropriately by the participant family, the PHA will take the steps necessary to correct the situation, up to and including termination from the program if appropriate.

HCD has not changed this requirement.

Comment (15): Why change the requirement to provide three consecutive months of documentation to two consecutive months of documentation?

Reducing the required documentation from three consecutive months to two consecutive months was implemented to coincide with federal guidance recently provided on income verification requirements and in accordance with a subsequent change made to HCD's software.

HCD has not changed this requirement.

Comment (16): Recommendation that adult children (18+) not be required to share bedroom with opposite sex sibling or parent.

HCD has established its Occupancy Standards at a level (i.e., two persons per bedroom/sleeping room) that will allow HCD to maximize the number of individuals/families it can provide housing assistance to, while staying within the limitations of its funding and addressing the increased demand and/or need for housing assistance. The change recommended above would decrease the number of individual/families HCD could serve. In addition, Occupancy Standards identify the level of housing assistance that HCD will provide to a participant individual/family, it does not dictate how a participant individual/family assigns sleeping arrangements.

HCD has not changed this requirement.

Comment (17): Clarify that move requests for good cause will be determined on a case-by-case basis.

HCD has revised the Administrative Plan to read, "Good cause includes, but is not limited to, domestic or other violence, loss of income due to death or divorce, and other health and safety issues. The tenant must provide supporting documentation such as police reports, court order, death certificate, or divorce papers when requesting a waiver for good cause. Determinations will be made on a case-by-case basis.

Comment (18): Why change the initial lease term from one year to three months?

Federal regulations set the initial term of the lease for one year, but allow PHAs to approve a shorter initial term of the lease when it will improve housing opportunities. Setting an initial lease term at three months, or less than one year, allows HCD to provide more housing opportunities for individuals/families in the very rural jurisdictions HCD serves.

Many families would not meet the requirement of paying no more than 40 percent of their adjusted income for rent at initial occupancy if some landlords did not lower the rent. In addition, rent cannot be increased in the initial term of the lease, and many landlords would not be willing to lower the rent if the rent could not be increased for a year.

HCD has not changed this requirement.

Comment (19): Make landlord foreclosure evictions served on a participant no fault of the participant and not subject to termination.

See Comment 12 above.

Comment (20): Provide housing assistance on a rented unit for two weeks subsequent to a participant's death.

Federal regulations specifically state that housing assistance of a single family deceased tenant is to be terminated effective as of the date of death or no later than the end of the month in which the death occurred. HCD must comply with this regulation.

HCD has not changed this requirement.

Comment (21): Is there an exception that allows an applicant claiming the domestic violence preference to move to another county due to fear of living in the same county as the abuser?

HCD's Administrative Plan, Chapter 13-Portability, allows an applicant to move to another jurisdiction if the Head-of-Household or the spouse had legal residence in the county when the family submitted an application for admission to the program and the family is income eligible for admission to the program in the jurisdiction where the family wishes to move. Additionally, an applicant may lease up anywhere within the county if the family does not meet the requirements for portability.

HCD has not changed this requirement.

Comment (22): Recurring gifts, assets in excess of \$5,000, and veteran benefits should not be included as income.

Federal regulations define annual income and include recurring gifts, assets, and veteran benefits as annual income. HCD must comply with this regulation.

HCD has not changed this requirement.

RESIDENT ADVISORY BOARD MEMBER COMMENTS/RECOMMENDATIONS

After reading this years new manual. I
foundit to be once again, very thourough, and
really didn't leave much out. If I where to
make any suggestions, they would be as followed
1. To inform recipiants what is allowed
in pase of an emergency of caused from a
natural disaster. Would be we be allowed
to stay in a shefter, until a hazard is resolved
W/out being at risk of loosing a voucher
. Q. Relocating. If a recipiant charsests
more from the area to another country or
maybe even state, do they losse their voucher
and need to reaply, or does it follow two/ them.
I'm assuming depending on where they relocate to.
3. Ifa single person gets into a relationship
and eventually wants to live of the person >
Wendyvillaurri 3-19-11.
Signature of Resident Advisory Board Member Date

RESIDENT ADVISORY BOARD MEMBER COMMENTS/RECOMMENDATIONS

Is the other persons ince	sime added to
Is the other persons inco the recipiants, even though	not married?
· · · · · · · · · · · · · · · · · · ·	
	·
Signature of Resident Advisory Board Member	3-19-11 Date

RESIDENT ADVISORY BOARD MEMBER COMMENTS/ RECOMMENDATIONS

- Chapter 1 I think that the strategic updated goals are appropriate.
- Chapter 2 Is Sierra County no longer a participating county?
- Page 6. Recommendation: No personal portable computing devices or portable electronic storage media be allowed for use.
- Page 7 & 71. Recommendation: I would like to see accommodations for the functionally illiterate as well as LEP.
- Page 11. Exception 3. I do not understand how Individuals who do not contend to have eligible immigration status cancan be considered exempt from required documentation.
- Page 13 Mixed Families (24 CFR 5.506(b)(2). I understand that this is statute,

 however, I still have trouble with an entire family only required to have 1

 family member to be eligible.
- Page 18 Recommendation. Involuntary Displacement should contain provisions

 regarding landlord foreclosure (Fanny Mae & Freddie Mac) and tenant not being penalized for receiving eviction notice.
- Page 21 Why are live-in aides not subject to non-citizen rule requirements?

 I have problems with the issue of families of live-in aides. How many?

 Who are they? Who is the actual care giver? What is the employment agreement? It seems that this scenario could become very complicated.

3/25/11

- Recommendation. HCD will make a determination and/or approve family members of Live-in Aides living within the unit on a case by case basis.
- Page 26. The New Hire reporting needs to be the responsibility of the Head of

 Household income reporting as well. The income is household income that effects
 the tenant portion of rent due.
- Chapter 9. I am very happy to see these provisions outlined.
- Page 32 I don't see the need to change three consecutive months of documentation to two consecutive months.
- Page 42 Guideline for voucher issuance include: Occupancy.Standards

 Recommendation. Adult children (18 +) of opposite sex not be required to share

 living/bedroom with each other or with opposite sex parent.
- Page 45. Paragraph 1 add: and will be determined on a case to case basis.
- Page 55. Why was the initial lease changed from one year to 3 months? I think that
 the one (1) year initial lease requirement was appropriate to encourage
 participation and stabilization on behalf of the tenant and the landlord.
- Page 61 Raising threshold on interims reduces paperwork! Good change!
- Page 81. An exception making landlord foreclosure evictions that are no fault of the tenant not subject to termination of service would be appropriate.

I was very pleased to see clearer definition and explanation of terms and process. I think that the changes were really needed (Right of Survivorship, etc.) and will really help with general understanding of the plan.

3/25/11

I didn't really understand the need for Electrical Outline Guidance in the plan. It seemed as if it should be in policies and information on qualifying units.

Thank you for letting me be a part of this review process. I appreciate the opportunity to express my comments and recommendations.

Jacqueline Gilmore P.O. Box 2471

Weaverville, CA 96093

530-623-6575

RESIDENT ADVISORY BOARD MEMBER COMMENTS/RECOMMENDATIONS

	de 1. C. 2 21 1 62 de 15 Mars recorder
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	the right to disapprove a regrest for a line in Ande and for disapprove
,	a particular personana hor-In Aide.
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	Hud etc the appropriate into - especially dence energy dence
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	Rose Bectti 2-16-11
	Signature of Resident Advisory Board Member Date RECENTED

FEB 17 2011

RESIDENT ADVISORY BOARD MEMBER COMMENTS/RECOMMENDATIONS

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Signature of Resident Advisory Board Member Date
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Eva Lee Arriaga

From:

Juanita Bermudez

Sent:

Monday, April 04, 2011 12:34 PM

To:

Eva Lee Arriaga

Subject:

FW: Annual PHA Plan July 2011 Draft dated 2/9/2011

Here's another RAB comment....

Juanita Bermudez, HAP Area Coordinator Department of Housing and Community Development

Telephone: 916-327-3643

Fax: 916-323-6016

Email: JBermude@hcd.ca.gov

----Original Message-----

From: Diane Sibilla [mailto:omegadiane@yahoo.com]

Sent: Thursday, March 31, 2011 4:24 PM

To: Juanita Bermudez

Subject: Annual PHA Plan July 2011 Draft dated 2/9/2011

March 31 is final due date for my comments:

It looks very good, and it reads well too. That is quite amazing for a government document!

Re: Deceased Tenants Report pps. 26-28

Section 3 on page 26...

I feel out of respect to the loved one (renter) and family members as well as any live-in aide, Section 8 should pick up the tab for their portion of the rent for up to two weeks. I noticed the deadline for coverage is either the date of death or the last day of the month. As an example, should the renter die on the 25th, it would create a burden on the family to clean everything up, remove belongings, etc. during their time of grief by the 30th of the month. If the Section 8 funds continued to pay for up to two weeks or 10 business days, that would be more compassionate.

Also, the live-in aide may need time to make arrangements for her/his housing.

As a former apartment manager, I recall losing my job, my place to live, park, utilities, etc. all in one quick swoop. It is quite hard. If a caregiver has realigned her/his life to give quality care for an elderly or disabled individual, they should be treated with dignity and compassion at the time of the death of their employer.

It would be the decision of the landlord/owner of the property whether they would waive the tenant's portion of the rent or require the family or loved one to pay that portion in order to give compassionate time for the clearly of the apartment or home that is being rented.

THE ABOVE IS MY INPUT OR SUGGESTION ON THIS SUBJECT.

Ms. Bermudez, I can reached at (209) 274-2421 home and 762-2572 cell. I am not sure how long I will have the cell. Please feel free to contact me with any other questions or assistance needed.

Thank you for the opportunity to help serve. Housing for the America's low-income individuals and families is of high priority to me.

Eva Lee Arriaga

From:

Juanita Bermudez

Sent:

Monday, April 04, 2011 11:27 AM

To: Subject: Eva Lee Arriaga FW: annual PHA plan

Here's a comment from an RAB member.....

Juanita Bermudez, HAP Area Coordinator
Department of Housing and Community Development

Telephone: 916-327-3643

Fax: 916-323-6016

Email: JBermude@hcd.ca.gov

----Original Message----

From: Tami Duble [mailto:duble27@sti.net] Sent: Thursday, March 31, 2011 4:24 PM

To: Juanita Bermudez Subject: annual PHA plan

I have reviewed all documents and at this time have no recommendations, I

have a question reguarding page 18, preference 2. If the victim of

domestic violence is affraid to live in same county as the abuser is

there ever an exception to where the assistance can be requested?

I have no other comments except to say thank you for allowing me to

participate on RAB.